Marton and Surrounds ICT Hub Charitable Trust Board



Marton Volunteers: John, Ann, Desarae, Kim and Peter

Annual Report

for year from 1 July 2012 to 30 June 2013





Desarae and Christine

Contents

Contents	2
Acknowledgement of funding	3
Digital Literacy and Hub goals	4
Quotes from Marton users	5
Who uses the Marton Hub	6
Total Attendance	7
Who uses the Ratana Hub	8
Profile of Staff & Committee Members	9
Marton Manager's Report	10
Ratana Manager's Report	12
Annual Statements of Financial Performance and Financial Position	14
Our Kaupapa/Contact Details	20



Thanks



Desarae



Cathie



Acknowledgement of Funding

We would like to acknowledge and thank the following organisations and individuals for their financial contributions and non-financial support:

JBS Dudding Trust for \$10,000
Lottery Grants Board for \$5,000
TG Macarthy Trust for \$5,000
Whanganui Community Foundation for \$5,000
Arthur Wheeler Leedstown Trust for \$4,000
Powerco Wanganui Trust for \$4,000
SeniorNet Marton (after their closure) for \$2,140
COGS for \$1,500
Page Trust for \$1,000

In exchange for using the Hub for training and Civil Defence, the Rangitikei District Council covers all venue and broadband expenses at the Marton ICT Hub (valued at \$9,600)

Donations from individual Marton Hub users was \$2,370 (a lot for people without much money)

Damian Turner-Steele from Lynx Computing provided technical support and Rick Coleman worked on the Hub's website this year without payment

Volunteers at Marton ICT Hub

Kim Smith, John Allen, Cathie Wright, Desarae Rapana,
James Thompson, Peter Medland, Kevin Field, Jae Weal, Christine
Davis, Ann Landrum, Lisa Medland and Rebecca Leitupo have between them supplied 2,555 volunteer hours (worth \$33,221 at minimum wage)

Volunteers at Ratana ICT Hub

Wiremu Meremere, Arahi Hagger, Hurae Paki, Pauline Tamapairea, Rangi Tamapariea, Tahu Pikimaui and Kama Motu have provided many volunteer hours at Ratana



OUR GOAL

To address 'digital disadvantage'. We provide affordable and accessible services for adults and students without access to a computer or broadband internet at home. We also help people who have the money, but don't know what to buy or do not have the skills to use their computer or the internet.

TARGET AUDIENCE

Our target audience are people who are rural and isolated, young, older, low income, Maori or Pacifica.

WHAT ARE WE?

Marton has 12 and Ratana has 6 flash 21.5" iMac computers (with both Mac and Microsoft operating systems). We have headsets to reduce noise and also have printers, whiteboards, dataprojectors and screens.





What is Digital Literacy?

The 2020 Communications Trust in their Headlight Series says that all NZers should have confidence to transact online and engage safely in online networks—business, social, education, health and all aspects of living. It defines an individual as digitally literate when they are:

- ⇒ Able to use digital devices to access and communicate information successfully
- ⇒ Able to improve and update digital skills in response to technology changes, without external training

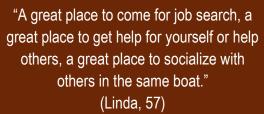
The personal attitudes that demonstrate digital confidence include:

- ⇒ Critical/reflective use
- ⇒ Confidence to find and select the best digital tools for a specific purpose
- ⇒ Responsible use
- ⇒ Legal and ethical principles
- ⇒ Creative use

They define two major areas of attention for digital literacy in NZ:

- While most NZers have the skills for basic on-line interaction, these
 have not been developed to the extent where they are able to
 apply the skills for new ways of working in business or the
 community.
- 2. The level of use and familiarity of digital technology and the internet is very uneven across New Zealand with significant variations by age, ethnicity and geography

Our Marton and Ratana Computer Hubs are part of the solution. Everyone is friendly and people don't have the hassle of owning & upgrading a computer. They can use ours for an hour a day, free of charge, with a person to sit with you and help, if/when you want it.



"I have just found out about the hub this year. It has been a life saver for me as my computer has spent most of this year not working. So with the hub I am still able to keep in touch with friends and family and finish my home work." (Susan, 52)

"Good days/hours of opening.

Love the free hour, thanks.

Great Staff. Good atmosphere.

Great help for those new to

Apple computers"

(Claire, 30)

"It's awesome there because you get to play games." (Chance, 9)





Quotes from Marton Hub users

"Angela talked at the Probus Club a few years ago, and told us she was setting up the Hub and I thought at the time what a great idea. It was especially for older people who wanted to learn more about modern technology.

I had my first visit to the Hub last week trying to sort out my Kobo eReader. Angela was marvelous, got me sorted and even downloaded some books for me.

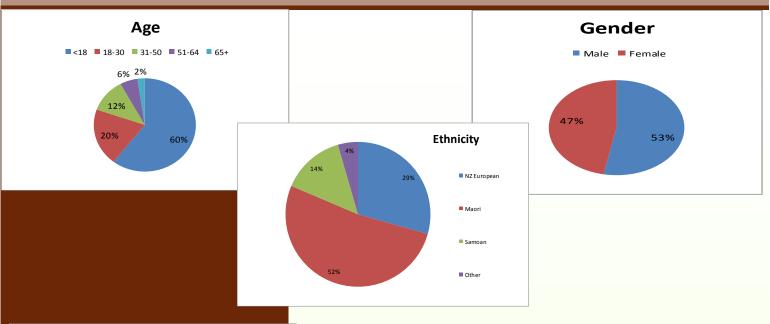
I think the Hub is a great asset to Marton and hope it continues to help the locals keep up with never-ending changes." (Dianne, 68)

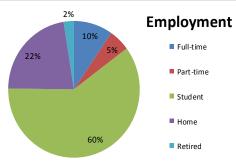
"The Hub in this modern technological age is a god send even for an old koroheke like me. The staff are helpful and generous to the extreme.

Thank you all so much." (Ben, 70+)

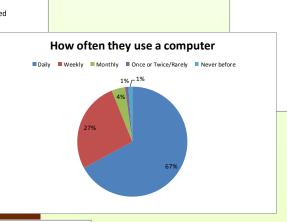
"The hub is a really good public place to use computers. I'm not quite familiar with Apple stuff but it's a really good computer. I really like how we have 1 hour free everyday, don't change that! The internet connection is pretty good. The crew is pretty funny and help us a lot to resolve computer issues, or help us use the Apple computer. Hope you'll get bigger in the future." (Elder, 23)

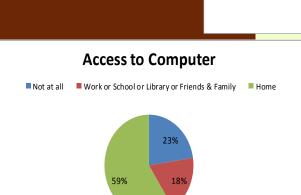
"The Hub is a fantastic community asset. As an older person with a need to learn about computers I have found the volunteers to be friendly and very helpful with their patience and understanding. I am growing more confident with computers every time I use the Hub." (Linda, 58)

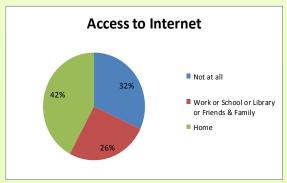




Who uses the Marton ICT Hub?





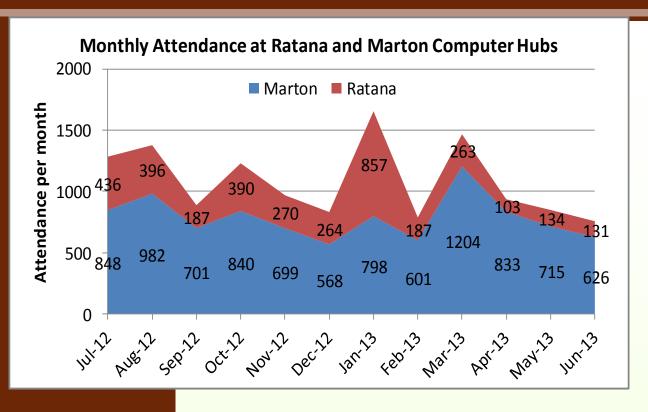


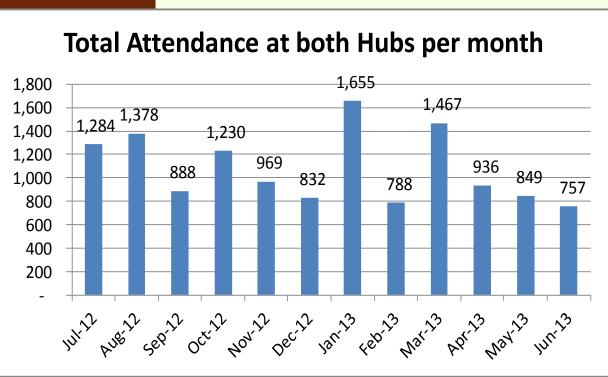
Skill Level of User

■ Beginner ■ Basic ■ Reasonable ■ Good ■ Advanced ■ Expert

47%

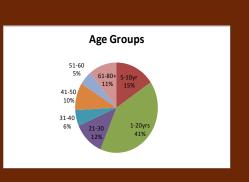
Unfortunately the data above relates to last year. We have collected this year's data, but do not have the resources to analyse it. A Google Form is now collecting and analysing the data for us, so next year's annual report will receive updated info about who is using us. This information remains a reasonable reflection of who is using the Marton Hub, but we do look forward to an updated picture.

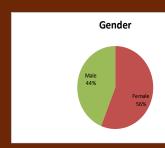


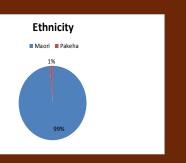


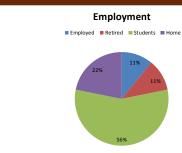
That's 13,033 attendances for the year 9,415 at Marton and 3,618 at Ratana

Total attendance is slightly down on 15,626 last year, but still up on 10,126 the year before that





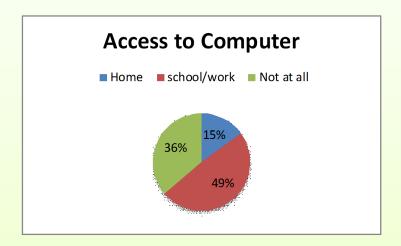


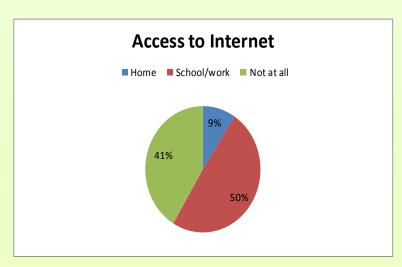






Who uses the Ratana ICT Hub?





Unfortunately, the Ratana data also reflects the information from last year, as we have not had the resources to collect and analyse the information for this year.

We believe that the data continues to accurately reflect who is using us.



Damian and James at 2012 Christmas Party

Who are we?



Trust meeting at Ratana—Audrey, Puawai, Angela, James and Gaylene

Profile of Staff and Committee Members

1 July 2012 to 30 June 2013

Hub Trustees

Geoffrey Hipango (Chair to August 2012) a social worker based at Ratana, resigned in August 2012.

Audrey Williams (from August 2012) is a Ratana resident and represents the Ratana Community Committee.

Travis White (Treasurer to August 2012), the Community Development Officer based at Rangitikei District Council resigned from his position in August 2012.

Denise Servante is Senior Policy Advisor at the Rangitikei District Council and returned as a Trustee from August to December 2012.

Gaylene Prince (from August 2012) taking over from Travis White, is the Community & Leisure Services Team Leader for the Rangitikei District Council, responsible for the District Libraries in Marton, Bulls and Taihape.

Vijeshwar Prasad (Treasurer from August 2012) is Head of the Computer Department at Rangitikei College and involved with the Festival of Cultures held annually in Marton. Vijeshwar Prasad resigned in December 2012.

Patrick Boyle (from December 2012) Head of the IT Department at Rangitikei College, taking over from Vijeshwar Prasad from Dec 2012 until April 2013.

James Allan (Chair from August 2012) is Chair of Project Marton.

Damian Turner-Steele (from December 2012) is the owner of Lynx Computing Ltd, works for the IT Department at the Rangitikei District Council and took over from Patrick Boyle as the IT Department at Rangitikei College from April 2013.

Hub Staff

Puawai Hagger (Ratana Manager) arrived at Ratana thirty years ago and over the last thirteen years has worked as an Archivist with the Ratana Community and Church, collating and digitising its 1918 to 1940 history.

Angela Coleman (Marton Manager) returned to live in Marton four years ago, to the town she grew up in, after 30 years away. As well as managing the Hub, Angela is Secretary of the Counselling Centre in Marton and Chair of the Marton & Districts Budget Service. She became the Attendance Advisor (previously Truancy Service) for the southern Rangitikei in February 2013.



Angela Coleman



Marton Manager's Report

1 July 2012 to 30 June 2013

The Marton Hub has 12 iMac computers and serves a community of about 4,750 people, plus rural areas and surrounding towns such as Hunterville and Bulls. Puawai and I were recruited in August 2010 and this report covers our third year of operations.

For me, this has been the year of the volunteer! We were open on 258 days this year and delivered 119 advertised teaching sessions. This would not happen without the support of local volunteers. In our first year, volunteers delivered 665 hours, last year it was up to 1,430 hours and this year, twelve volunteers have delivered 2,555 hours managing the Hub. That is an incredible contribution—at minimum wage, that's worth \$33,221. Our longest serving volunteer, Kim Smith, has been with us since July 2012. Volunteers who have each given more than 350 hours this year include Kim, John Allan, Desarae Rapana, Kevin Field (who provided 482) and Christine Davis.

The volunteers themselves learn very impressive skills and a much higher level of confidence around computers. It is not possible to deal with computer questions all day and to not pick up a few additional skills.

It is not a cold professional atmosphere here at the Hub. People don't usually give their time for free unless they are enjoying themselves. We work really hard to ensure socially acceptable behavior at all times, but most importantly our volunteers provide that warm welcome for people of all skill levels. They ensure that we continue to be responsive to what the community wants. The Hub is a great meeting place and people new to the town quickly learn about what is available. We all have plenty of time to interact.

Our long term financial sustainability remains our biggest concern, but we are really delivering to our community. We are open six days per week, Mon to Sat, and our annual attendance has this year leveled out at 9,415, slightly down on our 10,530 last year. That's about 30-55 people using us each day we are open.



John at Marton Open day in March 2013

Angela Coleman



Social Media Training in March 2013

Marton Manager's Report (page 2)

1 July 2012 to 30 June 2013

Most people (84%) just use a computer, but during the year we have helped 511 to learn basic computer skills, 16 attended an over 50s session, we helped 57 job hunters and 323 children did their homework or played educational games on a Thursday afternoon.

Our bookings income this year was \$315, slightly lower than last year. Users can have one hour free each day, but some use our concession cards and paid \$2 for any additional hours. Those that are learning new skills tend to be more generous with our donations jar. We achieved donations of \$2,370 this year, slightly lower than last year.

Our user generated income remains modest and we rely on grant and trust funding to pay for myself and Puawai to deliver 21 hours each as managers per week. Last year, I applied for \$64,600 of such funding, which raised \$19,837. This year I applied for \$155,000 to seven agencies, and \$35,500 was raised. We do our very best to deliver a service that meets the needs of our community and are always willing to try new things.

Computers are integral to modern life and the Hub strives to collaborate with other local groups to share the benefits of this wonderful facility. During the year we have collaborated with Land Based Training (who used the Ratana Hub for training), HYPE Academy (preparing young people for employment) and Youth Club, WINZ (helping job hunters), Genealogy group (with a booking in August 2012), Creative Courtyard (where two of their people with intellectual disabilities come to the Hub once a week), Rangitikei Tourism (who have run social media training and host the www.rangitikei.com site), and Project Marton (including support for Time Banking). Marton Seniornet was wound up after their 10 year anniversary and they generously donated half of their remaining funds to the Hub.

Puawai and I were also very grateful to attend the second NetHui held in Auckland in July 2012. IT moves along at a very fast rate and it proved a great opportunity to network with others and to think and plan the Hubs' future strategic directions.



Puawai at Whanganui's Tech Expo

Puawai Hagger



Ratana Manager's Report

1 July 2012 to 30 June 2013

The Ratana Hub is located in the old Post Office next to the Marae. The six iMacs serve the Ratana township of just 360 residents (with one general store, the Church & Marae) as well as the surrounding Whangaehu and Turakina districts.

The Ratana Church has 65,000 followers and will celebrate its 100th anniversary in 2018. It is one of the largest Ahi Kaa in New Zealand with a new residential housing subdivision on the horizon. The challenge for Ratana to use its unique strengths and asset base to translate into economic value.

The Ratana community is only as strong as the infrastructure supporting it and ultra-fast broadband is critical to deliver the commercial, community and learning initiatives. The local school, Te Kura o Ratana received its ultra fast fibre optic cabling in January 2013. We have advocated for the last three years to get that fibre optic cable extended by 168 metres onto the marae, without success to date, or getting the cost under \$32K.

As an early pilot for rural ICT Hubs, Ratana's main highlight is the sense of community and ownership here. Individual volunteers control the opening hours by recording their own days and times and groups gravitate into the Hub with their preferred helper. This hub is provided free of charge, with no user donations collected. Age groups range from 80 years to 2 years old. It's a family affair. Usage increases during the school holidays and soars during January when the annual Ratana birthday celebrations take place and we have used that opportunity to ask our Morehu what they want from ICT.

The primary focus of the Ratana ICT Hub is storing, preserving and disseminating information through:

- Local radio station—Radio Morehu 88FM
- Recording Studio
- Graphic Designs Software
- Green Room > video and still cameras
- ♦ SMART TV
- Community movie theatre
- ♦ Archival digital content (1918-1940)

Puawai Hagger



Ratana Manager's Report (page 2)

1 July 2012 to 30 June 2013

The Ratana Hub has a very active Facebook page. It has developed teaching videos "Bible and Treaty University" and the TW Ratana episode of "The Prophets" shown on Maori TV.

It is local people with expertise who have given their professional skills and money to set up the recording studio and green room. Dave with his Engineering Degree, Arahi Hagger with a Degree in IT Programming and Masters in Graphic Design, Tahu Pikimaui with a Degree in Music and Education, Tia Ranginui with a Diploma in Movie Makeup/Arts (photography) and myself completing a Masters in Information Management (Digital). More than \$8,000 worth of equipment has been provided to be used in the Ratana Hub.

Below are three images from a photo exhibit by our Hub photographer, Tia Ranginui Marks.

Ratana's future is digital media and Arahi and I continue to work with political and Maori interests around NZ to push this digital agenda.





AUDITOR'S REPORT

To the Members and Trustees of the Marton and Surrounds ICT Hub Charitable Trust

I have audited the financial reports on pages 1 to 4. The financial report provides information about the past financial performance of the Trust and its financial position as at 30 June 2013. This information is stated in accordance with the accounting policies set out on page 4.

The Trustee's Responsibilities

The Trustees are responsible for the preparation of the financial report, which fairly reflects the financial position as at 30 June 2013, and the results of operations and cash flows for the year ended on that date.

Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Trustees and report my opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- The significant estimates and judgements made by the Trustees in the preparation of the financial report, and
- Whether the accounting policies are appropriate to the Trust's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with New Zealand Auditing Standards. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to obtain reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor ${\bf I}$ have no relationship with or interests in the Marton and Surrounds ICT Hub Charitable Trust

Email: angela.hobden@xtra.co.nz

10A Sweetman Ave Pannovirke 4930 10A Sweetman Ave, Paraparaumu Beach 5032

Phone: 06 374 9339 Mob: 021 408 043 04 2982175

Unqualified Opinion

I have obtained all the information and explanations I have required.

In my opinion, the Statement of Financial Position and the Statement of Financial Performance respectively give an accurate view of the financial position of the Marton and Surrounds ICT Hub Charitable Trust as at 30 June 2013 and the results for the year ended on that date.

My audit was completed on 6^{th} October 2013 and my unqualified opinion is expressed at that date.

Angela Hobden BCom.CA. Paraparaumu Beach

6 October 2013

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDING 30th JUNE 2013



				SERVICES
2012		2013	2013	
\$		\$	\$	
Ψ		Ψ	Ψ	
	REVENUE			
54,234	Grant t/f from RDC			
1,337	RDC - Community Initiatives Grant			
1,007	Powerco Wanganui Trust	4,000		
10,000	JBS Dudding Trust	10,000		
4,000	NZ Lotteries Grant Board	5,000		
2,500	TG Macarthy Trust	5,000		
2,000	Internal Affairs - COGS Grant	1,500		
2,000	Whanganui Community Foundation	5,000		
-		1,000		,
-	Page Trust Arthur Wheeler Leedstown Trust	4,000		
2 400	Donations Trust			
2,498 500		2,370		
500	Donation - Land Based Training	2 140		
_	Donation - SeniorNet Marton	2,140		
1,400	Professional Fees	20		
368	Facility Hire - Marton	315		
-	Facility Hire - Ratana	1,275		
328	Interest Received - Net	743		
79,165			42,363	
	Less EXPENSES			
575	Accountancy Fees	\ 690		
230	Audit Fees	230		
906	Computer expenses	\ 392		
734	Electricity - Ratana	\868		
425	Fit out - Ratana	/ /		
595	General	417		
357	Marketing and Publicity	_ \		
1,931	Printing and Stationery	1,217		
395	Rates - Ratana	317		
997	Rent - Ratana	1,495		
296	Repairs and Maintenance - Marton	\ 13		
759	Repairs and Maintenance - Ratana	+		
213	Technical Support	-\		
2,152	Telephone, Tolls & Internet - Ratana	2,166		
1,020	Training & Development	967		
-	Training & Development - Volunteers	555		
31,800	Wages - Marton Hub Manager	24,800		
28,140	Wages - Ratana	29,225		
71,525	•	The second secon	63,352	
,			\	
\$ 7,640	NET OPERATING SURPLUS/(DEFICIT)		\$ (20,989)	
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			



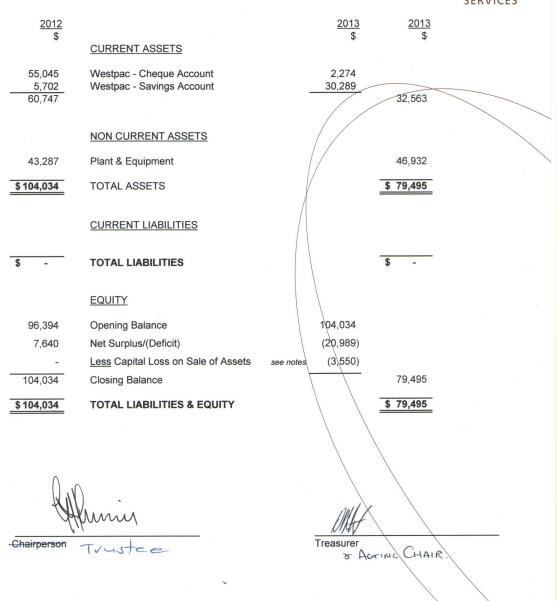
The financial statements should be read in conjunction with the notes on pages 4 and the attached audit report.

Page 1 of

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST STATEMENT OF FINANCIAL POSITION

S WILSON ACCOUNTING SERVICES

AS AT 30th JUNE 2013





The financial statements should be read in conjunction with the notes on pages 4 and the attached audit report.

Page 2 of 4

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST
PROPERTY, PLANT AND EQUIPMENT SCHEDULE
FOR THE YEAR ENDING 30th JUNE 2013



	<u>Date</u>	Cost	Open Bk Value	Addn/ (Sales)	Depn Rate	<u>Years</u> <u>Depn</u>	Accum Depn	<u>Close</u> <u>Bk Value</u>
PLANT & EQUIPME	<u>NT</u>							
3x Round Tables 12 Imac 21.5"	Mar-10 Apr-10	2,947 24,612	2,947 24,612		15.6% E		-	2,947 24,612
Viewsonic Projector	scrap	1,005	1,005	0	30.0% D	W		2,834
13x EVO Chairs CLR Laserjet	May-10 Aug-12	2,834 678	2,834 678	(200)	19.2% D 40.0% D	V		
MacBook Pro 4x Apple iMac 20"	May-10 Sep-10	1,606 3,356	1,606 3,356		50.0% E		-	1,606
Sold 3 of the above 1x Apple iMac 20"	May-13 May-13	450	450	(700) (200)	50.0% E			839
8x Avant Chairs	Oct-10	569	569	(200)	16.0% E	- V	-	569
MacBook 13" Viewsonic Projector	Oct-10 Nov-10	1,472 1,635	1,472 1,635	/	50.0% E 25.0% E		-	1,472 1,635
HP Colour Laserjet 1x iMac 20"	Nov-10 Feb-11	708 1,415	708 1,415	/\	40.0% E 50.0% E		-	708 1,415
4x iMac 21.5" 1x Apple iPad	Mar-13 Mar-13	7,716 579	.,	7,716 579	_)V -)V -	-	7,716 579
1x Apple IF au	- Iviai	51,582	43,287	7,195		-	-	46,932
Less Sold Assets		(4,650)						
TOTAL ASSETS		46,932	43,287	7,195	. \	-	-	46,932



The financial statements should be read in conjunction with the notes on pages 4 and the attached audit Noort.

Page 3 of 4

THE MARTON AND SURROUNDS ICT HUB CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDING 30th JUNE 2013



1 STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

The Marton and Surrounds ICT Hub Charitable Trust was set up under a Deed of Trust dated 28th July 2010. The Trust was incorporated under the Charitable Trusts Act 1957 on 8th September 2010 and registered as a charitable entity under the Charities Act 2005 on 17th February 2011.

The financial statements has been prepared in accordance with generally accepted accounting practice.

The entity qualifies for differential reporting as it is not a large entity and as such has taken advantage of all differential reporting exemptions.

MEASUREMENT BASE

The measurement base adopted is that of historical cost. Reliance is placed on the fact that the Trust is a going concern. Accrual accounting concepts have not been adopted.

SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially effect the measurement of financial performance have been applied:-

Property, Plant and Equipment

All assets are recorded at cost but as the entity is a charitable entity they have not been depreciated. Plant with a purchase cost of \$4,650 were realised for \$1,100 resulting in a capital loss of \$3,550.

Goods and Services Tax

The entity is not registered for GST therefore all income and expenditure items are inclusive of GST.

CHANGES IN ACCOUNTING POLICIES

There have been no significant changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

	<u>2012</u> \$	<u>2013</u>
2 LEASE COMMITTMENTS		
Amounts due under non-cancellable operating leases are:-		
less than one year	1,210	1,210
between one and two years	2,419	1,411
between two and five years	202	-
greater than five years		_
	3,831	2,621



The financial statements should be read in conjunction with the attached audit report.

Page 4 of 4

OUR KAUPAPA

The big divide is no longer just a digital divide, it's a motivational divide. Who has the motivation to take advantage of the tools that are out there? (Thomas L. Friedman).

The computer is the best self-learning tool ever invented. Once you have learned the basics, you just need to Google your problem (using the correct terms) and watch a You Tube clip until you have learned the new skill. If you have the motivation to learn, then our Hubs are here to help you find those resources that are available to all, free of charge. Just Google the Khan Academy or TED talks to be inspired.

If you have a problem that you can't fix or a curiosity to know more, then come to our Hubs. Most people learn new digital skills from a combination of trial-and-error strategies along with an "elbow-to-elbow" friend who offers appropriate help and support when needed. To accommodate often busy lives, and to be there when the motivation strikes, adults need flexible, short-term and drop-in centres, catered to their needs, where they can explore and learn, supported by knowledgeable and supportive assistants who offer just-in-time learning strategies. We don't know everything, but are willing to sit with you to figure out the problem together. We can share what we have learned about the latest development, but will do all we can to make ourselves redundant, so that you can do it yourself next time.

That's what we provide.







Improving computer access and computer skills in our community

Marton and Surrounds ICT Hub Charitable Trust Board

Marton ICT Hub
33 High Street
Behind Marton Library
Marton 4710
Ph 06 327 0092
Mob 021 1234 727

Email: marton.ict.hub@gmail.com

Ratana ICT Hub 4 Taihauauru St Ratana 4581

Ph: 06 342 6995 Mob: 027 231 9050

Facebook: Ratana.ICT.Hub

Incorporated Society since 10 September 2010 (2540216)
Registered Charity since 17 February 2011 (CC46184)
Bank Details: Westpac, Marton 03 0683 0209259 000
www.icthub.org.nz